

Council Infrastructure Committee Meeting 10/25/2017

To Council and Staff:

To quickly comment off the agenda, Bike Walk Eden are still keeping an eye on the Main Street Complete Street plan in conjunction with the Downtown Specific Plan Team. We are eagerly awaiting another discussion or community forum on the topic. Downtown Specific Plan Task Force members on Monday recalled the Loop being built just as a new General Plan was being born in the city - one which would not have considered the loop a success. That process also resulted in costly post-construction rework to improve pedestrian safety. We don't want to hear the same comments about Main Street years from now. We strongly support a protected bikeway for this complete streets project.

Additionally, we have been in discussions with staff on the Mission Boulevard Phase 2 project. Bike East Bay previously asked for 7' bike lanes for comfortable passing space, and requested further study of turn movements. However, the final plans have changed from the community meeting. The bicycle zone is now only the minimum allowable, while the vehicle and median zone sizes are above the Complete Street guideline recommendations. We also feel the bidded plans have not sufficiently addressed bicycle turn movements or crossing across right-turn-only car lanes.

Choosing the minimum allowable width of the bike lane and creating dangerous turning situations will not suffice, and should not be accepted for this critical project. We want to address this before it is a very expensive change.

Next, a thank you to staff for the recent bike lanes as part of annual repaving. We will always be asking for improvements, but we welcome the willingness to share plans and build bike lanes outside the restrictive confines of the old bike plans. The recent B Street improvements show what this collaboration can achieve with multiple discussions, and how bicycle lanes above the minimum size can drastically change the comfort level of a street. Unfortunately, this one-by-one discussion is not scalable. Neither city staff nor regional advocates have the time to debate each corner and paint line. We strongly encourage staff to consider upgraded design standards both now and as part of the Bike and Pedestrian Master Plan.

For the Bike and Pedestrian Master Plan, staff needs direction, time to design, time to learn best practices, and also additional staff resources overall to move active transportation in a forward direction. Integrating this new plan is critical for grant funding as well as the potential for continuous improvement, which your staff has already shown is possible. Transitioning beyond

small fixes into a truly safe network will require compromise that will need buy-in from the community and region, and that requires outreach.

As the city moves forward with consultant on the project, please consider adding items to the scope of work, particularly on outreach:


- Considering especially disadvantaged communities in outreach, including sensitivity for language barriers and shifted work hours. Online polls are not a substitute for this. All meetings should have translated flyers and presentations, food, and childcare.
- Ride along and walk audits with the community to go beyond the electronic maps.
- Some discussion about coordination with development review, which we know is what frequently drives bike and pedestrian improvements.
- More detail about communication with neighboring jurisdictions.
- Creating a plan for continuous improvements out of the plan cycle, maintenance prioritization, and staff/department responsibilities for these items.

Attached is a commented document of the county bike plan update guidelines, which was previously provided to the Sustainability Committee. We feel the RFP could address the items highlighted in red more specifically, beyond what Kittleson has already discussed.

Also attached is Pittsburg, CA's RFP for their bike plan update. It contains an extensive outreach plan that would be good to follow.

Thank you for your time,

Steven Dunbar
Leader, Bike Walk Eden



Alameda CTC Local Bicycle Master Plan Guidelines

FINAL Version – January 2015

Introduction

Planning Context

Bicycle Master Plans are a critical planning, policy, and implementation document to support a jurisdiction's efforts to improve the safety, attractiveness, and participation in bicycling as a means of transportation and recreation. A Bicycle Master Plan helps a jurisdiction to achieve a number of key objectives including identifying a network of facilities, supportive programs, and policies; gathering input on needs and opportunities related to bicycling and ensuring that recommended improvements are aligned with community and partner agency priorities; and identifying available resources, needed additional resources, and formulating an implementation workplan.

Good planning practice and adopted funding requirements in Alameda County dictate that all local jurisdictions develop Bicycle Master Plans, either as a standalone document or as part of a combined bicycle/pedestrian or active transportation plan. Further, these documents are to be updated every five years to ensure continued alignment with community priorities.

In addition, Alameda CTC develops a Countywide Bicycle Plan which focuses on routes and programs of countywide significance; because local jurisdictions own and operate the right of way in which bicycle facilities reside, Alameda CTC's plan is formulated based on local plans.

Purpose and Goals of Guidelines

These guidelines serve three major objectives:

- Ensure plans throughout the county are comparable and facilitate countywide planning
- Ensure plans meet requirements for state grant funding (e.g. Active Transportation Program)
- Ensure plans incorporate best practices to the extent feasible

Relationship to Other Requirements/Guidelines

These guidelines implement a requirement from the Master Program Fund Agreements adopted by local jurisdictions in Alameda County. Specifically, the guidelines provide the required core elements that jurisdictions need to meet the Local Bicycle/Pedestrian Master Plan Requirement in Section 7.A.3 (see Appendix A for relevant text from MPFAs).

The State's Active Transportation Program Cycle 1 guidelines contain a list of components that should be included in an active transportation plan.¹ The guidelines also specify that "In future funding cycles, the [California Transportation Commission] expects to make consistency with an approved active transportation plan a requirement for large projects." Therefore, Alameda CTC Bicycle Master Plan Guidelines are based on Active Transportation Program guidelines to ensure future eligibility for statewide competitive funds. Alameda CTC Bicycle Master Plan Guidelines contain some additional required core elements needed to facilitate countywide comparability and smooth transition of local plans into the Countywide Bicycle Plan.

¹ These components are updated from the former Bicycle Transportation Account required components

Substantive Update vs. Focused Update

Alameda CTC funding requirement stipulate that local Bicycle Master Plans should be updated, at a minimum, every five years. Some level of update every five years is critical to ensure that a plan remains aligned with local priorities, to ensure that there are additional projects and programs to be implemented, and to assess barriers to implementation. At the same time, excessive investment in plan updates can compromise the ability of local jurisdictions to implement Bicycle Master Plans.

These guidelines differentiate between “substantive updates” and “focused updates.” Jurisdictions should decide what scale of update is warranted when updating their Bicycle Master Plans. **Substantive updates** cover more topics and involve a greater level of stakeholder engagement and analysis. A substantive update will generally involve developing a new Bicycle Master Plan document. **Focused updates** cover fewer topics and primarily involve project prioritization and implementation next steps. A focused update may be accomplished by developing a new plan document (which incorporates material from the old plan) or by developing supplemental sections that note progress, key changes, and key next steps since the previous plan.

Bicycle Master Plan Core Elements

Bicycle Master Plans developed by Alameda County jurisdictions should include the following required core elements, or explain why the element is not applicable. Jurisdictions are encouraged to consider incorporating recommended core elements in their Bicycle Master Plans.

	Required	Recommended
Introduction	<ul style="list-style-type: none"> • Introduction which summarizes plan's purpose or vision and goals. 	<ul style="list-style-type: none"> • Performance measures related to plan goals.
Stakeholder Engagement	<ul style="list-style-type: none"> • Public/community outreach process that gathers input at different stages of plan development process. • Coordination with other city departments, transit operators, park districts, neighboring cities, and other agencies as applicable at different stages of plan development process. • <u>A description of the extent of community involvement in development of the plan, including disadvantaged and underserved communities.</u> 	<ul style="list-style-type: none"> • Ride alongs, walk audits, or other participatory field observation. • "Pop-up meetings" – gathering input by going to heavily used facilities. • Open houses, small group meetings, or workshops at schools, places of worship, and community organization standing meetings, particularly within disadvantaged and underserved communities. • Online interactive web mapping sites to allow public to visualize and comment on existing conditions and potential improvements.
Policy Framework	<ul style="list-style-type: none"> • <u>A description of how the plan has been coordinated with neighboring jurisdictions, including school districts within the plan area, and is consistent with other local or regional transportation, air quality, or energy conservation plans, including, but not limited to, general plans and a Sustainable Community Strategy in a Regional Transportation Plan.</u> • A description of how plan has been coordinated with the Countywide Transportation Plan and its component modal plans. 	<ul style="list-style-type: none"> • Benchmarking of policies against national and regional best practices. • Discussion of policies related to development review (e.g. how impacts of development on bicycling network are assessed, how entitlement process is used to implement bikeways and supportive facilities). • Discussion of policies related to new bicycle technologies and types • Discussion of complete streets policy and implementation steps

Required core elements that correspond to a component from the ATP guidelines are indicated in this document using bold underlining. Required core elements that should be updated as part of a "focused update" are indicated in this document in red.

	Required	Recommended
Existing Conditions	<ul style="list-style-type: none"> • <u>The estimated number of existing bicycle trips in the plan area, both in absolute numbers and as a percentage of all trips.</u> • <u>The number and location of collisions, serious injuries, and fatalities suffered by bicyclists in the plan area, both in absolute numbers and as a percentage of all collisions and injuries</u> • <u>A map and description of existing and proposed land use and settlement patterns which must include, but not be limited to, locations of residential neighborhoods, schools, shopping centers, public buildings, major employment centers, and other destinations.</u> 	<ul style="list-style-type: none"> • <u>Level of traffic stress analysis</u> of existing bikeway network to inform possible additions or modifications to network. • <u>Reporting on performance measures from previous bicycle master plan.</u> • Analysis of most common collision types at locations with extensive collision history (to inform spot improvements). • Use of cell-phone data, GPS data, and other similar data sources to identify routes and corridors with high demand.
Bikeway Network	<ul style="list-style-type: none"> • <u>A map and description of existing and proposed bicycle transportation facilities</u>, including facilities that are existing and have improvements planned. • Designate and map an “all ages and abilities” bikeway network (described in Appendix C). • A map and description of major <u>barrier/gap closure projects (bridges, freeway crossings, major arterial crossings, etc.).</u> • A description of which design guidelines jurisdiction uses for bikeway geometry, striping, and traffic control devices. 	<ul style="list-style-type: none"> • Use of bikeway facility classification system (described in Appendix C). • <u>Maps of overlap between bikeways and transit trunk lines, truck routes, and CMP networks. Procedure or decision-making sequence if modal networks come into conflict (e.g. Seattle Bicycle Master Plan).</u> • Map and description of proposed intersection improvements.
Programs	<ul style="list-style-type: none"> • <u>A description of bicycle safety, education, and encouragement programs conducted in the area included within the plan, efforts by the law enforcement agency having primary traffic law enforcement responsibility in the area to enforce provisions of the law impacting bicycle safety, and the resulting effect on accidents involving bicyclists.</u> 	<ul style="list-style-type: none"> • <u>Identify partners and concrete action items needed to implement programs.</u> • <u>Establish ongoing program or platform to “crowdsource” suggested bicycling infrastructure improvements in order to “build up a queue” of spot improvements, traffic calming projects, etc.</u>

Required core elements that correspond to a component from the ATP guidelines are indicated in this document using bold underlining. Required core elements that should be updated as part of a “focused update” are indicated in this document in red.

	Required	Recommended
Supportive Infrastructure and Intermodal Facilities	<ul style="list-style-type: none"> • <u>A map and description of existing and proposed end-of-trip bicycle parking facilities.</u> • <u>A description of existing and proposed policies related to bicycle parking in public locations, private parking garages and parking lots and in new commercial and residential developments.</u> • <u>A description of proposed signage providing wayfinding along bicycle networks to designated destinations.</u> • A description of which design guidelines jurisdiction uses for the development of bicycle parking and wayfinding. • <u>A map and description of existing and proposed bicycle transport and parking facilities for connections with and use of other transportation modes. These must include, but not be limited to, parking facilities at transit stops, rail and transit terminals, ferry docks and landings, park and ride lots, and provisions for transporting bicyclists and bicycles on transit or rail vehicles or ferry vessels.</u> 	<ul style="list-style-type: none"> • Large event bicycle parking policies or programs. • A description of role of bike sharing in jurisdiction. • A description of policies related to bicycle parking for cargo bicycles and other non-standard sized bicycles. • A description of policies related to bicycle parking in existing developments. • A description of policies related to other end-of-trip facilities (e.g. showers).
Costs and funding	<ul style="list-style-type: none"> • <u>A description of past expenditures for bicycle facilities and programs, and future financial needs for projects and programs that improve safety and convenience for bicyclists in the plan area. Include anticipated revenue sources and potential grant funding for bicycle and pedestrian uses.</u> • Infrastructure cost estimates developed for individual projects or network segments (planning-level cost estimates acceptable). • Estimates of maintenance (including repaving of bikeway and trail network) and staffing costs over life of plan. 	

Required core elements that correspond to a component from the ATP guidelines are indicated in this document using bold underlining. Required core elements that should be updated as part of a “focused update” are indicated in this document in red.

	Required	Recommended
Implementation	<ul style="list-style-type: none"> • <u>A description of the projects and programs proposed in the plan and a listing of their priorities for implementation, including the methodology for project prioritization and a proposed timeline for implementation.</u> • <u>A description of steps necessary to implement the plan and the reporting process that will be used to keep the adopting agency and community informed of the progress being made in implementing the plan.</u> • <u>The estimated increase in the number of bicycle trips resulting from implementation of the plan.</u> • <u>A description of the policies and procedures for maintaining existing and proposed bicycle facilities, including, but not limited to, the maintenance of smooth pavement, freedom from encroaching vegetation, street sweeping, maintenance of traffic control devices including striping and other pavement markings, and lighting.</u> • <u>A goal for collision, serious injury, and fatality reduction after implementation of the plan.</u> • Table of implementation actions that clearly illustrates the timeline for implementing this action and the departments/staff positions responsible for implementation. • Discussion of ongoing stakeholder involvement process. • Description of ongoing data collection plans such as counts, facility inventory, etc. 	<ul style="list-style-type: none"> • Prioritization of projects and programs that is fiscally constrained. • Use collision analysis and level of traffic stress analysis in prioritization of projects. • Maps of near-term (and mid-term) networks to ensure that short-term projects close gaps or result in continuous corridors. • Integration of bicycle projects and programs with Capital Improvement Program. • Project “cut sheets” or conceptual designs that can be used in grant applications. • Outcome based performance targets – e.g. install X miles of bikeways by year Y, install 1 bike rack on every commercial block, etc. • Estimate of economic/social benefits from implementing plan

Required core elements that correspond to a component from the ATP guidelines are indicated in this document using bold underlining. Required core elements that should be updated as part of a “focused update” are indicated in this document in red.

Appendix A: Measure B/Vehicle Registration Fee Bicycle and Pedestrian Safety Program Implementation Guidelines Text

Section 7. Local Bicycle/Pedestrian Master Plan Requirement

A. To receive Measure B and VRF funds, local jurisdictions must do all of the following with respect to local bicycle and pedestrian master plans. The Alameda CTC will provide technical assistance and funding to local jurisdictions to meet these requirements through the competitive Bicycle and Pedestrian Safety Grant Program. Jurisdictions may also use pass-through funds for the development of local bicycle and pedestrian master plans.

1. Have an adopted Local Pedestrian Master Plan AND Local Bicycle Master Plan, OR have an adopted combined Local Pedestrian and Bicycle Plan; or demonstrate that the plan is being developed and will be adopted by December 31, 2015.
2. **Each plan must be updated, at a minimum, every five years.** This policy is consistent with the state's Bicycle Transportation Act (BTA) grant requirement for bicycle plans, and will ensure that plans are addressing current local needs, while also allowing jurisdictions to be eligible for BTA funding.
3. Each plan must include core elements to ensure that the plan is effective, and that plans throughout the county are comparable, to the extent that is reasonable, to facilitate countywide planning. **The Alameda CTC will develop and maintain guidelines outlining these core elements.** For pedestrian plans, these elements are described in the *Toolkit for Improving Walkability in Alameda County*: <http://www.actia2022.com/ped-toolkit/ACTIA-ped-toolkit.pdf>. **The Alameda CTC will develop guidelines for bicycle plans.**

Appendix B: Active Transportation Program Cycle 1 Guideline Text

A city, county, county transportation commission, regional transportation planning agency, MPO, school district, or transit district may prepare an active transportation plan. An active transportation plan prepared by a city or county may be integrated into the circulation element of its general plan or a separate plan which is compliant or will be brought into compliance with the Complete Streets Act, Assembly Bill 1358 (Chapter 657, Statutes of 2008). An active transportation plan must include, but not be limited to, the following components or explain why the component is not applicable:

- a) The estimated number of existing bicycle trips and pedestrian trips in the plan area, both in absolute numbers and as a percentage of all trips, and the estimated increase in the number of bicycle trips and pedestrian trips resulting from implementation of the plan.
- b) The number and location of collisions, serious injuries, and fatalities suffered by bicyclists and pedestrians in the plan area, both in absolute numbers and as a percentage of all collisions and injuries, and a goal for collision, serious injury, and fatality reduction after implementation of the plan.
- c) A map and description of existing and proposed land use and settlement patterns which must include, but not be limited to, locations of residential neighborhoods, schools, shopping centers, public buildings, major employment centers, and other destinations.
- d) A map and description of existing and proposed bicycle transportation facilities.
- e) A map and description of existing and proposed end-of-trip bicycle parking facilities.
- f) A description of existing and proposed policies related to bicycle parking in public locations, private parking garages and parking lots and in new commercial and residential developments.
- g) A map and description of existing and proposed bicycle transport and parking facilities for connections with and use of other transportation modes. These must include, but not be limited to, parking facilities at transit stops, rail and transit terminals, ferry docks and landings, park and ride lots, and provisions for transporting bicyclists and bicycles on transit or rail vehicles or ferry vessels.
- h) A map and description of existing and proposed pedestrian facilities at major transit hubs. These must include, but are not limited to, rail and transit terminals, and ferry docks and landings.
- i) A description of proposed signage providing wayfinding along bicycle and pedestrian networks to designated destinations.
- j) A description of the policies and procedures for maintaining existing and proposed bicycle and pedestrian facilities, including, but not limited to, the maintenance of smooth pavement, freedom from encroaching vegetation, maintenance of traffic control devices including striping and other pavement markings, and lighting.
- k) A description of bicycle and pedestrian safety, education, and encouragement programs conducted in the area included within the plan, efforts by the law enforcement agency having primary traffic law enforcement responsibility in the area to enforce provisions of the law impacting bicycle and pedestrian safety, and the resulting effect on accidents involving bicyclists and pedestrians.
- l) A description of the extent of community involvement in development of the plan, including disadvantaged and underserved communities.
- m) A description of how the active transportation plan has been coordinated with neighboring jurisdictions, including school districts within the plan area, and is consistent with other local or regional transportation, air quality, or energy conservation plans, including, but not limited to, general plans and a Sustainable Community Strategy in a Regional Transportation Plan.
- n) A description of the projects and programs proposed in the plan and a listing of their priorities for implementation, including the methodology for project prioritization and a proposed timeline for implementation.

- o) A description of past expenditures for bicycle and pedestrian facilities and programs, and future financial needs for projects and programs that improve safety and convenience for bicyclists and pedestrians in the plan area. Include anticipated revenue sources and potential grant funding for bicycle and pedestrian uses.
- p) A description of steps necessary to implement the plan and the reporting process that will be used to keep the adopting agency and community informed of the progress being made in implementing the plan.
- q) A resolution showing adoption of the plan by the city, county or district. If the active transportation plan was prepared by a county transportation commission, regional transportation planning agency, MPO, school district or transit district, the plan should indicate the support via resolution of the city(s) or county(s) in which the proposed facilities would be located.

Appendix C: Bikeway Facility Classification

Description of classification system

The Alameda CTC bikeway facility classification system consists of subcategories within the Caltrans Highway Design Manual bikeway classifications that capture differences in treatment/design that meaningfully impact bicyclist experience as well as implementation cost. Many jurisdictions in Alameda County already use subcategories as part of their local bicycle plans. The Alameda CTC system aims to harmonize these local classification systems (so they may be used in the Countywide Bicycle Plan) and to incorporate emerging bikeway types. Jurisdictions are encouraged to adopt this classification system when developing network maps in local Bicycle Master Plans.

Caltrans Class	Detailed Facility Class
Class 1	1a. Paved Path
	1b. Unpaved Path
Class 2	2a. Standard bike lane
	2b. Upgraded bike lane (includes buffered bike lanes, green bike lanes, etc.)
	2c. Climbing bike lane (bike lane in uphill direction, route in downhill direction)
	2d. Contraflow bike lane
Class 3	3a. Signage-only route (e.g. bike route)
	3b. Wide curb lane or shoulder (may also include signage)
	3c. Route with standard sharrows or other pavement stenciling (may also include signage)
	3d. Route with green-backed sharrows or super sharrows
	3e. Bicycle Boulevard (routes that include signage and stenciling, traffic calming treatments, and intersection crossing treatments at major arterial streets).
Class 4	4a. One-way cycletrack/protected bikeway
	4b. Two-way cycletrack/protected bikeway

All ages and abilities network

In addition to identifying facility type, jurisdictions should identify an “all ages and abilities” network as part of network mapping. Jurisdictions may identify this network using another name in local plans (e.g. family network, low-stress network, 8-to-80 network, etc.). This should be identified as an overlay and may consist of a mix of facility types such as trails, on-street protected bikeways, and traffic calmed neighborhood streets. The network may have specific performance metrics associated with it, such as maximum traffic volumes or speeds for on-street segments, and jurisdictions are encouraged to identify such metrics in their local plans.

GIS Implementation

Mapping bikeway networks in GIS as part of a Bicycle Master Plan is standard practice. Jurisdictions are encouraged to use a framework similar to the framework below. This framework captures cases where a street may have an existing bikeway facility but be planned for an upgraded facility, which is an increasingly common situation in Alameda County jurisdictions

Street	From	To	Status	Exst_Class	Exst_AllAges	Prop_Class	Prop_AllAges
Main St	1 st Ave	2 nd Ave	Planned			3a	N
Oak St	Jefferson St	Adams St	Existing, Improvements Planned	2a	N	2b	N
Mountain Ave	Lake St	Canyon Rd	Existing, Improvements Planned	3c	N	3e	Y
Lakeside Trail	Chestnut St	Maple St	Existing	1a	Y	1a	Y

Exst_Class = Existing bikeway classification

Exst_AllAges = Existing all ages network designation

Prop_Class = Proposed bikeway classification

Prop_AllAges = Proposed all ages and abilities network designation



REQUEST FOR PROPOSALS (RFP)

Pittsburg Active Transportation and Safe Routes Plan

Issued:

October 16, 2017

Responses Due:

4:00 PM | November 10, 2017

Submittals:

City of Pittsburg | Planning Division
Attn: Hector Rojas, AICP, Senior Planner
65 Civic Avenue
Pittsburg, CA. 94565

INTRODUCTION

Later this month, the California Transportation Commission (CTC) will program \$312,000 in 2017 ATP Augmentation funding to the City of Pittsburg for preparation of the Pittsburg Active Transportation and Safe Routes Plan. Among the Plan's objectives are:

- Decreasing vehicle miles traveled by increasing the proportion of trips accomplished by biking and walking;
- increasing the safety and mobility of pedestrians and bicyclists of all ages and abilities;
- supporting the region's greenhouse gas reduction goals; and
- improving public health outcomes, especially for residents living in areas identified as a disadvantaged community.

The City of Pittsburg is seeking proposals from qualified firms to provide professional consultant services for preparation of the Plan. The successful proposer will have significant experience preparing active transportation plans of comparable complexity and scale for diverse, suburban communities similar to that of Pittsburg along with extensive community outreach, public engagement, and meeting facilitation experience. Demographic information for the City of Pittsburg is included as Attachment 2.

Proposers should be familiarized with the City's General Plan Transportation Element, the Pittsburg/Bay Point BART Master Plan, and the Railroad Avenue Specific Plan. These documents can be referenced at www.ci.pittsburg.ca.us/planning by clicking on the links for 'General Plan (Current)' and 'Advanced Planning/Special Projects' on the left side of the page. The City expects the Active Transportation and Safe Routes Plan will help establish significant policy direction for the General Plan update which will be initiated in Spring 2018.

The selected proposer will be expected to deliver high-quality services and products, develop professional meeting and web-ready graphics, and work cooperatively with City staff, outside agencies, Planning Commissioners, City Council members, and the public throughout the development of the Plan.

BACKGROUND

Plan Bay Area, the Bay Area's Regional Transportation Plan and Sustainable Communities Strategy, establishes the following transportation targets for 2040:

- reduce carbon dioxide emissions from automobiles by 15%;
- reduce coarse particulate emissions by 17%;

- reduce by 50% the number of injuries and fatalities from all collisions (including bicycles and pedestrians);
- increase the average daily walking or biking per person for transportation by 70%;
- decrease by 10 percentage points the share of low-income and lower-middle income residents' household income consumed by transportation and housing;
- increase non-auto mode share by 10 percentage points; and
- decrease vehicle miles traveled by 10%.

Pittsburg will have a difficult time achieving these targets on a local level. Today, 68% of Pittsburg residents live in a disadvantaged community (SB 535) disproportionately affected by negative pollution, environmental, population, and socioeconomic factors. Of all 165 disadvantaged communities in Contra Costa County, two of Pittsburg's seven disadvantaged communities (census tracts 3100, 3110, 3120, 3131.01, 3131.02, 3132.06, 3141.02) have the second and third highest CalEnviroScreen 2.0 scores.

Pittsburg has the highest pedestrian and second highest bicycle collision injury rates (2.43 per 10,000 residents and 1.28 per 10,000 residents, respectively) in East Contra Costa County. According to SWITRS, there have been six bicycle or pedestrian fatalities and 109 bicycle or pedestrian injuries in the last five years. The majority occurred in a disadvantaged community. The City's own Crossroads Collision Database indicates there were ten bicycle or pedestrian fatalities and 41 bicycle and pedestrian injuries since 2016.

According to Contra Costa Health Services, mortality rates (per 100,000 residents) for chronic diseases are significantly higher in Pittsburg than in Contra Costa County as a whole - 180 vs. 162 (cancer); 181.5 vs. 147.5 (heart disease); 71.9 vs. 46.7 (stroke); and 37 vs. 18.9 (diabetes). Childhood obesity is also significantly higher in the Pittsburg Unified School District (27%) than in the entire county (17%)¹.

Pittsburg residents rely heavily on automobiles for transportation. An estimated 10% of students in the Pittsburg Unified School District walk or bike to school. Out of 28,268 workers living in Pittsburg, 85% drive to work, 10% use public transportation, and only 1.3% walk or bike to work. Due to Pittsburg's jobs-housing imbalance (0.51 jobs per employed resident), the majority of residents (81%) commute outside the city to work. According to BART, only 15% of commuters get to the Pittsburg/Bay Point BART Station by walking or biking.²

¹ Health Indicators and Environmental Factors Related to Obesity for Antioch, Bay Point, and Pittsburg, Contra Costa Health Services, May 2013.

² North Concord to Antioch BART Access Study, BART, Draft February 2017.

Fortunately, Pittsburg has an opportunity to leverage its land use patterns and projected Priority Development Area growth to increase active modes of transportation. A considerable share of residents already live within walking distance (1/4 mile) of a school (58%), bus stop (93.3%), BART station (2.5%), or park (58%). Even more residents live within biking distance of these destinations. Pittsburg's two station area plans envision adding over 3,000 new residential units and over one million square feet of commercial space within half-a-mile of the Pittsburg/Bay Point and Pittsburg Center BART stations. The Pittsburg Active Transportation and Safe Routes Plan will be an opportunity for the City to engage students, parents, and residents to identify and prioritize grant-ready projects and programs that will make walking and biking safe, convenient, and accessible, especially in its disadvantaged communities.

REQUESTED SCOPE OF WORK

The requested scope of work for the Pittsburg Active Transportation and Safe Routes Plan is as follows. It should be noted this was the scope submitted to CTC for funding.

1. Stakeholder Input

- a. BPAG – Help the City form a Bicycle and Pedestrian Advisory Group (BPAG) to guide community outreach and development of the Plan. The BPAG would be composed of members nominated by the City Council and Pittsburg Unified School District. The highest proportion of BPAG membership would be reserved for disadvantaged community residents and representatives from community-based organizations working in the city's disadvantaged communities. The BPAG would meet at least four times.
- b. BPTAC – Help the City form a Bicycle and Pedestrian Technical Advisory Committee (BPTAC) to provide on-going technical assistance and guidance during development of the Plan. The BPTAC would include representatives from the Pittsburg City Manager's Office, Engineering Division, Planning Division, Public Works Department, Police Department, Pittsburg Unified School District, Contra Costa County Fire Protection District, Contra Costa Health Services, BART, East Bay Regional Parks District, and others. The BPTAC would meet at least four times.

2. Community-Wide Input

- a. Outreach Strategy – Work with the BPAG, BPTAC, the City's Community Advisory Committee, and other stakeholders to develop a written strategy

for community outreach throughout the Plan development process. Develop specific strategies to engage and empower disadvantaged community residents, especially minorities, limited English-proficiency households, zero-vehicle households, seniors, residents with disabilities, single-parent families, and rent-burdened households.

- b. Project Website – Develop an interactive, bilingual project website with the following: a) general information and Plan draft documents; b) Collision and health indicator data, Plan goals and ‘Vision Zero 2040’ collision targets; c) list of stakeholder groups; d) aerial map with existing active transportation network, collision data, and a built-in tool allowing residents to map issues, constraints, and opportunities; e) existing bicycle and pedestrian counts; f) public opinion and other surveys with real-time statistics; g) calendar of capacity building events, community meetings, focus group meetings, mobile workshops, bicycle/walking audits, Planning Commission and City Council meetings; h) email news notifications and volunteer sign-up; i) aerial map with future active transportation network and a built-in tool allowing residents to comment on proposed improvements; and j) list of proposed improvement projects with ‘before’ and ‘after’ visual simulations. The City will be looking for ways to seamlessly integrate the project’s website into the City’s own existing website.
- c. Community Capacity Building Event Nos. 1 and 2 – Host community capacity building events to raise awareness of the Plan’s long-term public health benefits and educate residents, especially those from disadvantaged communities, about bicycle and pedestrian issues so they can participate in the Plan development process in a meaningful way. The events would focus separately on bicycle and pedestrian issues, especially around schools and transit. These events would be co-led by the City of Pittsburg, First 5 Contra Costa, Contra Costa Health Services, and Bike East Bay.
- d. Y-PLAN – Help the City seek a partnership with the UC Berkeley Center for Cities and Schools and their award-winning ‘Y-PLAN’ (Youth-Plan, Learn, Act, Now!) Program to bring semester-long, civic engagement and bicycle/pedestrian safety curriculum to Pittsburg High School. The curriculum would allow Pittsburg High School students to meaningfully participate in the Plan development process by attending meetings, formulating and sharing their own recommendations.

- e. Bike and Walk to School Counts – Develop a student travel tally sheet that can be used by teachers, City staff, Y-PLAN participants, or volunteers to gather baseline bike and walk to school data. Perform counts at each school on any two, non-rainy days between Tuesday and Thursday.
- f. Parent Survey – Develop a survey to collect information from parents about how their children travel to and from school, what barriers there are to walking or biking to and from school, and their attitudes about walking and biking to school. Surveys could be sent home as homework in student backpacks and collected by teachers.
- g. Community Meeting #1 – Host a bilingual meeting to kick-off the Plan development process. Allow attendees to identify issues, constraints, and opportunities by participating in an ‘indoor walking audit’ using ‘post-its’ and a large-format, aerial floor map. Meeting invitation flyers would be sent to residents together with their City-issued water utility bills.
- h. School Area Workshop No. 1 – Host a bilingual community workshop to identify issues, constraints, and opportunities near the following schools: Marina Vista Elementary, Willow Cove Elementary, Parkside Elementary, Pittsburg High School, and Martin Luther King, Jr. High School. Workshop invitation flyers could be sent home with students.
- i. School Area Workshop No. 2 – Host a bilingual community workshop to identify issues, constraints, and opportunities near the following schools: Hillview Elementary, Black Diamond High School, Stoneman Elementary, Los Medanos College, Highlands Elementary, and Foothill Elementary. Workshop invitation flyers could be sent home with students.
- j. School Area Workshop No. 3 – Host a bilingual community workshop to identify issues, constraints, and opportunities near the following schools: Delta View Elementary, Rancho Medanos Junior High School, and Heights Elementary. Workshop invitation flyers could be sent home with students.
- k. Bike and Walk Audits – Conduct separate, bike and walk audits co-led by the City of Pittsburg, First 5 Contra Costa, Contra Costa Health Services, and Bike East Bay to identify issues, constraints, and opportunities along key, existing and future bicycle and pedestrian routes. After each audit,

have participants complete a 'bikeability' or 'walkability checklist' to evaluate the safety and convenience of biking or walking along each route.

- I. Community Meeting Nos. 2 and 3 – Host bilingual meetings to present and accept community input on the Initial Draft Plan. Two meetings would be held to help focus on bicycle and pedestrian topics separately. Meeting invitation flyers could be sent to residents together with their City-issued water utility bills.
 - m. Pop-Up Workshops – Hold ongoing pop-up workshops at City-organized events including, but not limited to the following: Neighborhood Improvement Team Meetings; First Fridays at the Pittsburg Marina; Pittsburg Diamonds Baseball, Farmers Market; Green Footprint Festival!; Classic Car Show; Culinary Crawl; Delatoboard Kiteboarding Event; Off-the-Grid; Movies in the Park; and Fun Run 5K Race. During the existing conditions phase, the pop-up workshops could be equipped with a map of the existing active transportation network for residents to identify issues, constraints, and opportunities using a dot exercise. After the Initial Draft Plan is available, workshops could be equipped with a map of the future active transportation network and improvement project fact sheets to solicit resident feedback. Residents would be able to take the public opinion survey and sign-up for news and upcoming event notifications at each workshop. These pop-up workshops would be operated by City staff.
 - n. Living Previews – Install a temporary or ‘living’ preview of a proposed safe route to school improvement project near a selected disadvantaged community school. Include additional living preview(s) if road ‘right-sizing’ or roundabout projects are included as recommended improvement projects in the Plan. These living previews will allow residents to observe, interact, and comment on the proposed improvement projects.
3. Subcommittee and City Council Meetings
- a. Active Transportation Plan Subcommittee Meeting No. 1 – Form a temporary subcommittee of the Community Advisory Commission, Planning Commission, City Council, and School Board to facilitate review, comment, and direction from these bodies. Present Pittsburg’s collision and health indicator data and solicit comments on the scope and outreach strategy for the Plan.

- b. Active Transportation Plan Subcommittee Meeting Nos. 2 and 3 – Present the Initial Draft Plan to the Active Transportation Subcommittee and solicit comments on the proposed goals, policies, objectives, and improvement projects. Two meetings would be held to help focus on bicycle and pedestrian topics separately.
 - c. Pittsburg Unified School District (PUSD) Board Meeting – Partner with Y-PLAN participants to present the Initial Draft Plan to the PUSD Board and solicit comments on the proposed safe routes to schools improvement projects. Incorporate any comments from the Active Transportation Subcommittee and the PUSD Board into a Revised Final Draft Plan for City Council adoption.
 - d. City Council Meeting Nos. 1 and 2 – Partner with Y-PLAN and First 5 participants to present the Revised Final Draft Plan and accompanying environmental document to City Council for adoption. Two meetings would be held to help focus on bicycle and pedestrian topics separately.
- 4. Environmental Review: Prepare the environmental documentation necessary to comply with CEQA requirements. It is anticipated the Plan would require a CEQA Initial Study/Mitigated Negative Declaration, which would be prepared concurrently with the Plan.
- 5. Prepare the Pittsburg Active Transportation and Safe Routes Plan
 - a. Chapter 1 – Introduction: Provide a description of the following: a) the Plan's purpose and horizon year; b) the community outreach and meaningful engagement of disadvantaged community residents that informed the Plan's development; c) the coordination that occurred between the City, neighboring jurisdictions, school districts, and transit providers in the Plan Area; and d) the Plan's relationship to other plans, and policies at the local, state and federal levels. Please note the City will be kicking off its General Plan update in the Spring of 2018.
 - b. Chapter 2 – Existing Conditions and Opportunities: Provide existing condition descriptions and maps for the following: a) land uses; b) key origins and destinations (residential neighborhoods, schools, shopping centers, public buildings, major employment centers, etc.); c) bicycle network, with focus around schools, transit, and parks; d) bicycle parking

facilities at end-of-trip and intermodal connections; e) bicycle-involved collisions, serious injuries, and fatalities; f) pedestrian network, with focus around schools, transit, and parks; and g) pedestrian-involved collisions, serious injuries, and fatalities.

Provide estimates of existing bicycle and pedestrian trips and projected increases in bicycling and walking as a result of the Plan's implementation.

Prepare bicycle level of traffic stress analysis for the citywide roadway and path network.

- c. Chapter 3 – Vision, Goals, Policies, and Objectives: Provide a community-driven vision statement expressing what bicycling and walking will be like in Pittsburg in the future when the City successfully implements the Plan. Help the City explore a 'Vision Zero 2040' road safety policy (zero deaths by 2040) similar to San Francisco's.

Provide a set of broad-based goals designed to support implementation of the City's long-term vision for bicycling and walking in Pittsburg. Goal areas would include safety, accessibility, connectivity, public health, equity, and maintenance.

- d. Chapter 4 – Future Active Transportation Network: Based on the Plan's vision statement, goals, policies, and objectives, provide future condition descriptions and maps for the following: a) bicycle network, with focus around each school, transit hub, and park; b) bicycle parking facilities at end-of-trip and intermodal locations; and c) pedestrian network, with focus around schools, transit hubs, and parks. Consider including an east-west, multi-use trail alignment along Pittsburg's waterfront.

Provide a description and example of each bicycle and pedestrian facility type.

Provide a description of proposed wayfinding signage along the future bicycle and pedestrian network. Include potential branding designs for 'Pittsburg Bicycle Boulevards' and 'Pittsburg Yellow Brick Road' (safe routes to schools and parks).

- e. Chapter 5 – Improvement Projects: Provide a description of bicycle and pedestrian improvement expenditures over the last five years.

Provide a detailed list of prioritized improvement projects necessary to implement the Plan and include an implementation timeline for each project.

For each major improvement project, provide a 'grant-ready' fact sheet with a project description and background, cost range, issues and opportunities, improvement details, illustrative diagrams, and before/after visual simulations.

Provide a description of the criteria used to prioritize each improvement project, such as a project's ability to: a) shift mode share; b) address an immediate safety need; c) close a critical gap; d) support economic development; and e) increase accessibility to schools, transit, or parks. Ensure that highest priority is given to projects located within an underserved or disadvantaged community.

- f. Chapter 6 – Performance Measures: Provide a set of performance measures to monitor successful implementation of the Plan. For each measure, identify alignment with Plan goals and provide a specific target, and a list of actions that would help achieve the target. Include targets for: a) network build-out; b) collision, serious injury, and fatality reductions; and c) increased biking and walking to schools, transit, and parks.
- g. Chapter 7 – Funding and Implementation: Provide a summary of the applicability of various funding sources to projects and programs in the Plan and a discussion of next steps for funding construction and maintenance of the proposed bicycle and pedestrian networks.

Provide a description of the reporting process that will be used to keep the community and BPAG informed of the progress being made in implementing the plan.

- h. Appendix A – Glossary: Provide a list of terms and acronyms used in the Plan to describe existing and proposed biking and walking facilities and programs.

- i. Appendix B – Bicycle Policy and Program Assessment: Describe and assess the City's existing bicycle policies and regulations, especially as they relate to bicycle parking in public or private locations and development projects. Based on the assessment, provide a list of recommended policy and regulatory changes that would help facilitate the Plan's implementation. Utilize a benchmarking process.

Describe and assess the City's existing bicycle safety, education, and encouragement programs. Based on the assessment, provide a list of recommended program modifications and suggest additional programs that could increase bike safety and incentivize bicycling. Include a discussion of innovative programs like Los Angeles' 'bike trains'. Utilize a benchmarking process.

- j. Appendix C – Bicycle Facility Design Guidelines: Provide a set of guidelines to ensure that new and improved bicycle facilities reflect the goals, policies, and objectives of the Plan, and consequently maximize safety, accessibility, and comfort for bicyclists.

For Class I Shared-Use Paths, include guidelines for shared-use path structures, crossing treatments, and path amenities.

For Class II Bike Lanes, include guidelines for lanes next to parallel parking, lanes next to angled parking, lanes without parking, lanes on hills, lanes at intersections, lane markings, treatments at interchanges, bridges, and tunnels, and bicycle loops and detectors.

For Class III Bike Routes, include guidelines for bike boulevards and share the road markings. For bicycle signage, include guidelines for wayfinding/destination signage and signs for shared roadways. Also include maintenance standards for utility covers and construction plates.

Include Class IV separated bikeways and Class III bicycle boulevard design considerations per development of active transportation network.

For bicycle parking facilities, include guidance for the location and design of in-street/sidewalk parking (inverted u-racks, in-street bike corrals, covered bike parking, surface parking lot conversions), key and electronic lockers, bike cages, bike rooms, and bike stations.

- k. Appendix D – Pedestrian Policy and Program Assessment: Describe and assess the City's existing pedestrian policies and regulations, especially as they relate to ensuring the highest levels of connectivity and walkability in capital improvement and private development projects, including low

density residential subdivisions. Based on the assessment, provide a list of recommended policy and regulatory changes that would help facilitate the Plan's implementation.

Describe and assess the City's existing pedestrian safety, education, and encouragement programs. Based on the assessment, provide a list of recommended program modifications and suggest additional programs that could increase pedestrian safety and incentivize walking. Include a discussion of innovative programs like 'walking school buses'.

- I. Appendix E – Pedestrian Facility Design Guidelines: Provide a set of urban design guidelines to ensure that new and improved pedestrian facilities reflect the goals, policies, and objectives of the Plan, and consequently maximize safety, accessibility, and comfort for all pedestrians. Some topics the guidelines would address: a) curbs and corner zones; b) travel zones, including sidewalks, crosswalks, plazas, courts, and multi-use trails; c) buffer zones between the streets and sidewalks; d) block lengths.

Provide design guidelines for the location and design of 'parklets' in Old Town Pittsburg.

- m. Appendix F – Crosswalk Placement, Enhancement, and Removal Policy: Provide a policy and flowcharts that will assist the City in making decisions about where basic crosswalks (two stripes) can be marked; where crosswalks with special treatments, such as high visibility crosswalks, flashing beacons, and other special features, should be employed; and where crosswalks will not be marked due to safety concerns resulting from volume, speed, or sight distance issues. Include a toolbox of elements to improve mobility, visibility, and safety at uncontrolled locations. Include devices such as High intensity Activated crossWalk/Pedestrian Hybrid Beacons and Rectangular Rapid Flashing Beacons in addition to standard tools.
- n. Appendix G – Adopted Resolution: Provide a copy of the resolution showing adoption of the plan by the City.

SCHEDULE

The anticipated RFP Process and Project Schedule is as follows:

Issue RFP	October 16, 2017
Deadline for Proposals	November 10, 2017
Rate Proposals	November 30, 2017
Conduct Interviews with Highest Rated Proposers	December 13, 2017
Approve Consultant Agreement (City Council)	January 15, 2018
Notice to Proceed	February 12, 2018
Submit Draft Plan to City for Review	November 2018
Submit Final Plan to City for Review	January 2019
Adoption of Plan	March 2019

SUBMITTAL REQUIREMENTS

Proposals must include the following:

1. **Qualifications and Experience.** Detailed information on the background, qualifications and experience of the firm and team members, emphasizing and detailing the successful completion of projects of comparable size and complexity in diverse, suburban communities similar to Pittsburg.
2. **Project References.** A minimum of three project references with contact information for projects completed or substantially completed within the last five years. Project references should be applicable to the specific project manager and key team members proposed for this project. Project references should include the size of the contract (dollar amount) and final outcome.
3. **Current Projects.** A listing of any projects, including references, that the firm currently has under contract to which the proposed project manager has significant project responsibilities.
4. **Resumes.** Resumes of assigned team members, including key subconsultants, detailing experience and qualifications.
5. **Review of the Requested Scope of Work and Schedule.** Review the requested scope of work and provide comments, including any suggested changes to schedule, sequencing, specific work items, and/or recommendations for additional work items or optional tasks.

6. **Cost Proposal.** Submit a not to exceed fee proposal tied to a fee estimate by key task or project phase. Please also submit the current hourly rates for all project staff and subconsultants.
7. **Authorization.** A letter signed by a principal of the firm authorized to submit proposals on behalf of the firm.

To be considered for this contract, five (5) hard copies and one (1) electronic copy of the proposal must be received by the City no later than **4:00 p.m., November 10, 2017** addressed as follows:

City of Pittsburg
Active Transportation and Safe Routes Plan Proposal
Attn: Hector Rojas, AICP, Senior Planner
Planning Division
65 Civic Avenue
Pittsburg, CA. 94565

Please note that faxes and electronic submissions are not acceptable. Late submittals will be rejected and returned.

EVALUATION CRITERIA

The following criteria will be used by the City in evaluating proposals:

- Quality and completeness of proposal;
- Experience completing projects of similar scope and complexity in communities comparable to Pittsburg;
- Public meeting facilitation and community engagement expertise and techniques;
- Relevant experience and expertise of the proposed project team members;
- Familiarity with bicycle and pedestrian issues in Pittsburg and/or surrounding communities and jurisdictions;
- Technical knowledge and subject matter expertise;
- Ability to perform the work within the time specified;
- Creativity in approach to scope of work;
- References;
- Acceptance of standard consultant services agreement and insurance requirements, including any proposed changes to the agreement or insurance coverages; and
- Cost for the requested scope of services.

SELECTION PROCESS

City staff will review the proposals received using the evaluation criteria listed above and rank firms based on the quality of their proposals and the extent to which the proposer demonstrates the ability to provide the services requested in a cost-efficient manner. It is anticipated that the top-ranked firms will be invited to an interview with City staff. Final consultant selection will be made based on combined scoring of the submittal and the interview. The proposer's designated project manager should attend any interview and be the primary spokesperson and presenter on behalf of the firm.

QUESTIONS

All questions regarding this RFP or the project must be submitted via email to Hector Rojas, AICP, Senior Planner at hrojas@ci.pittsburg.ca.us no later than 5:00 p.m. on November 8, 2017. All questions and responses will be available for review on the City's project website at www.ci.pittsburg.ca.us/walkbikepittsburg.

The City will make every effort to post and respond to questions within 2 business days during the proposal solicitation period. The final posting of questions and responses on the City's website will be 5:00 p.m. November 9, 2017.

ADDENDA

Any addenda to the RFP, including extensions of time to submit proposals, will be posted on the City's website at www.ci.pittsburg.ca.us/walkbikepittsburg. Proposers shall be responsible for checking the City's website periodically up until the submission deadline for any addenda. Submission of an RFP to the City shall constitute acknowledgement of review of any addenda by Proposer.

WITHDRAWAL OF PROPOSALS

A Proposer may withdraw its proposal at any time before the expiration of the time for submission of proposals as provided in the RFP or any addenda by delivering a written request for withdrawal signed by, or on behalf of, the Proposer.

SERVICES AGREEMENT AND INSURANCE COVERAGE

The selected firm shall execute the City's standard consultant services agreement, a sample of which is included as Attachment 1. The selected consultant shall also procure and maintain the insurance coverages detailed in the standard agreement at Proposer's sole cost and expense and for the full term of the agreement or any extension thereof. If a Proposer desires to take exception to any provisions of the Agreement or insurance coverages, the Proposer shall identify all proposed changes to the Agreement or

insurance requirements and include them as part of the proposal submission. If no changes are submitted as part of the proposal, then full acceptance of the agreement and insurance requirements shall be assumed by the City.

All insurance policies, endorsements, certificates and/or binders shall be subject to the approval of the City of Pittsburg as to form and content and the selected Proposer agrees to provide the City with a copy of said policies, certificates and/or endorsement upon award of Agreement.

Consultant's invoices shall be submitted for time and materials worked against specific tasks and consistent with the costs shown on Consultant's Fee Schedule which will be attached to the Consultant Services Agreement. The Consultant shall ensure that invoices are submitted with adequate detail and description of work completed as needed in order for the City to prepare grant reimbursement invoices.

BUSINESS LICENSE

The successful proposer must either possess a current City of Pittsburg business license or must have submitted a City of Pittsburg business license application and fee prior to contract award. The cost of a City Business License is based on estimated gross receipts. For purposes of this RFP, the proposer should estimate a Business License fee of \$316.50.

The Business License Application for professional service providers is available on the City of Pittsburg website at <http://www.ci.pittsburg.ca.us/index.aspx?page=758>.

PUBLIC NATURE OF PROPOSAL MATERIAL

Responses to this RFP become the exclusive property of the City of Pittsburg. At such time as the City awards a contract, all proposals received in response to this RFP become a matter of public record and shall be regarded as public records, with the exception of those elements in each proposal which are defined by the Proposer as business or trade secrets and plainly marked as "Confidential," "Trade Secret," or "Proprietary." The City shall not in any way be liable or responsible for the disclosure of any such proposal or portions thereof, if they are not plainly marked as "Confidential," "Trade Secret," or "Proprietary," or if disclosure, in the City's sole discretion, is required under the California Public Records Act as addressed below. Any proposal which contains language purporting to render all or significant portions of the proposal "Confidential," "Trade Secret," or "Proprietary" shall be regarded as non-responsive.

Although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, the City of Pittsburg may determine, in its sole discretion that the information that a Proposer submits is not a

trade secret. If a request is made for information marked “Confidential,” “Trade Secret,” or “Proprietary,” the City shall provide the Proposer who submitted the information reasonable notice to allow the Proposer to seek protection from disclosure by a court of competent jurisdiction, at the Proposer's sole expense.

COLLUSION

By submitting a proposal, each Proposer represents and warrants that its proposal is genuine and is not made in the interest of or on behalf of any person not named therein; that the Proposer has not directly induced or solicited any other person to submit a sham proposal or any other person to refrain from submitting a proposal; and that the Proposer has not in any manner sought collusion to secure any improper advantage over any other person submitting a proposal.

CITY’S RIGHTS RESERVED

This RFP does not commit the City to enter into an agreement, nor does it obligate it to pay for any costs incurred in preparation and submission of proposals or in anticipation of a contract.

The City further reserves the right to:

- Reject any and all proposals;
- Issue subsequent Requests for Proposals;
- Postpone opening proposals for its own convenience;
- Remedy errors in the Request for Proposals process;
- Approve or disapprove the use of particular subconsultants;
- Negotiate with any, all or none of the Proposers;
- Accept other than the lowest cost offer;
- Waive minor informalities and irregularities in the proposals; and
- Enter into an agreement with another Proposer in the event the originally selected Proposer defaults or fails to execute an agreement with the City.

Any agreement shall not be binding or valid with the City unless and until it is approved by the City Council and executed by authorized representatives of the City and of the Proposer.

DISQUALIFICATION

Factors, such as, but not limited to, any of the following, may disqualify a proposal without further consideration:

- Evidence of collusion, directly or indirectly, among Proposers in regard to the amount, terms or conditions of this proposal;
- Any attempt to improperly influence any member of the City in selecting a Proposer;
- Existence of any lawsuit, unresolved contractual claim or dispute between Proposer and the City.
- Evidence of false or incorrect information knowingly submitted as part of the proposal;
- Evidence of Proposer's inability to successfully complete the responsibilities and obligations of the proposal; and
- Proposer's default under any previous agreement with the City.

GRATUITIES

No person shall offer, give or agree to give any City employee any gratuity, discount or offer of employment in connection with the award of contract by the City. No City employee shall solicit, demand, accept or agree to accept from any other person a gratuity, discount or offer of employment in connection with a City contract.

ATTACHMENTS

1. City of Pittsburg Standard Consultant Services Agreement
2. City of Pittsburg Demographic Information
3. Maps of Project Boundaries, Access, and Destinations
4. Maps of Pedestrian and Bicycle Collisions (2011-2015)
5. RFP Distribution List